**Africa RISING- NAFAKA Scaling project meeting – maize team**

**Date: December 11, 2015**

**Venue: Project office at Sokoine University of Agriculture, Morogoro**

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| **Time** | **Item** | **Responsible** |
| 8:30 – 9.00 am | Welcome and Overview | Haroon |
| 9:00 – 10.00am | Updates on   1. Protocols and site allocation 2. Demo sites (selection, establishment) | Jumbo |
| 10:00 – 10.20 | **Break** | David |
| 10:20 – 11.20 am | **Updates on**   1. Lead farmer training and trainee selection 2. Training materials 3. Procurement and delivery of seed | Freddie  Victor |
| 11.20 am – 12.20 | Plans for   1. Staffing arrangements for each district + engagement of district extension staff 2. Monitoring of sites (staffing issues, facilitation) 3. data collection (agronomic, socioeconomic) - who does what, when 4. documentation (manuscripts, reports, | Haroon/Jumbo/Anthony |
| 12.20 – 12.40 | Way forward and wrap up | Jumbo/Haroon |
| 12.40 | **LUNCH and departure at will** | David |